

**Army AGR Vacancy Announcement
Human Resource Office
4794 Farman St, Bldg 442
Boise, Idaho 83705-8037**

NGID-HRO-AGR

10 September 2011

SUBJECT: ANNOUNCEMENT NUMBER: **11-015**

1. Active Guard Reserve (AGR) Position Vacancy Announcement in the Idaho Army National Guard. This announcement will be posted to unit bulletin boards.

POSITION TITLE:	Training NCO
UNIT IDENTIFICATION:	Co B 183rd AVN BN
TDA IDENTIFICATION:	WYQRB0
DUTY LOCATION:	Boise, Idaho
AUTHORIZED GRADE:	SPC – SGT (SSG if willing to accept reduction)
DUTY SSI OR MOS:	15R Only
ELIGIBILITY:	Current Enlisted Members of the Idaho Army National Guard Only
GENDER LIMITATION:	None
CLOSING DATE:	5 October 2011

2. **EQUAL OPPORTUNITY:** The Idaho Army National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. The Idaho Army National Guard is a drug free workplace. Applicants must have negative drug screening results prior to selection.

4. Applicants must possess a valid State Motor Vehicles Operator permit.

5. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date this announcement, (ie PQRB, RPAM, MEDPROS).

a. Applications will not be accepted in binders or document protectors.

b. AGR Application Checklist on top of the application (refer to page 7). Documents must be organized in this manner.

c. NGB Form 34-1. <http://inghro.state.id.us/new/jobs/ngb34-1.pdf>

SUBJECT: ANNOUNCEMENT NUMBER: **11-015**

d. MEDPROS Individual Medical Readiness Record. MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical readiness / View Detailed Information / IMR record. Medical documentation other than MEDPROS Individual Medical Readiness Record will not be accepted.

e. DA Form 705 (Army Physical Fitness Test Score Card), must show a minimum of last 2 Record tests, most current test not older than 12 months. A statement explanation of the absence of record test will be accepted. (Include DA 3349 if precluded from standard 3 event test.)

f. Certified Height/Weight or DA 5500R not older than 30 days from the close date of this announcement.

g. DA 2-1 Personnel Qualification Record

h. Non-Commissioned Officer applicants must provide previous 5 DA 2166-7/8 (Non Commissioned Officer Evaluation Report), E4 and below a recommendation from your unit commander.

i. DA Photograph in Class A uniform, taken within 12 months (snapshot acceptable).

j. DD Form 214 – if applicable.

k. Retirement Point Accounting Management (RPAM).

l. Current Personnel Qualification Report Part B (PQRB).

m. Copy of current Idaho Drivers License and military drivers license (if applicable).

n. Documentation supporting applicant's qualifications (ie resume).

o. All applicants must have or be able to obtain a secret security clearance (this is a condition of employment).

p. If an administrative reduction is necessary to accept this AGR appointment, complete a DA 4187 to request for Voluntary Reduction, sign, and include in your application packet.

q. All applicants must have or be able to obtain a Government Travel card within 90 days of employment.

6. Incomplete applicant packets will be returned to the soldier without action. Application packets must arrive at: **NGID-HRO-AGR, ATTN: SGT Jacqueline White, 4794 Farman St, Bldg 442, Boise, ID 83705-8037, no later than 1630 hours on the closing date specified in this announcement.** Mailing of application packets using military postage is prohibited.

SUBJECT: ANNOUNCEMENT NUMBER: **11-015**

7. Acceptance of an AGR position may have an effect on Selected Reserve Incentive Programs, to include Bonus payments and/or Student Loan Repayment Program. This will not affect Montgomery GI Bill eligibility. Please check with the incentives branch to receive information on how an AGR position would affect you individually.
8. Subject to availability of funds; Permanent Change of Station (PCS) allowance is authorized for incumbents residing outside normal commuting distance as stated by USPFO PAM 37-106.
9. POC for further information is SGT Jacqueline White at DSN 422-4214/COM 208-272-4214 or jackie.d.white@us.army.mil.

//signed//
ARLIN J DE GROOT
MSG, IDARNG
AGR MANAGER

**15R20 AH-64 Attack Helicopter Repairer
Bravo Company 1-183rd Attack Reconnaissance Battalion
Readiness and Training NCO**

The AH-64 Attack Helicopter Repairer is primarily responsible for supervising and performing maintenance on AH-64 Attack Helicopters.

Remove and installs airplane subsystem assemblies such as engines, rotors, gearboxes, transmissions, mechanical flight controls and their components. Services and lubricates aircraft and subsystems. Provide technical guidance to subordinate personnel. Prepare aircraft for inspections and maintenance checks. Perform scheduled inspections and assists in performing special inspections. Perform limited maintenance operational checks and assists in diagnosing and troubleshooting aircraft subsystems using special tools and equipment as required. Use and perform operator maintenance on tools, special tools and aircraft ground support equipment. Prepare forms and records related to aircraft maintenance. Perform air crewmember duties.

TRAINING NCO DUTIES & RESPONSIBILITIES

Maintain MOS proficiency, to include NCOES requirements, APFT, Weight, and IWQ standards.

Maintain computer program proficiency using various Microsoft Office programs, AKO, MyPay, MUPS, ATRRS, RCAS, AFCOS, iPerms, MEDPROS, DTS, DTMS, MPDV, FTMCS, RFMSS and others as required.

Assist other AGR soldiers in accomplishment of their daily duties, as required.

Provide information and assist in preparation of Unit Status Report.

Perform all administrative, logistical, and training functions in support of Soldiers within the unit.

Submit Soldiers for schools and training via the Army Training Requirements and Resources System (ATRRS) accurately, timely, and completely.

Assist with publishing training schedules, yearly training calendars, and other training requirements.

Maintain the unit training files and individual Soldier files.

Assist Commander with APFT, Weight Control, IWQ, and Army Substance Abuse programs.

Advise Company Commander and 1SG on all unit issues.

Maintain unit database on all assigned/attached soldiers.

Maintain unit alert roster.

Maintain the unit sponsorship program.

Prepare, submit, and track unit NCOERs.

Ensure a tidy and clean work area.

Perform additional duties as assigned.

AGR Application Checklist

Name:	SSN:	Training NCO	
Position # 11-015	Location: Boise, ID		
Phone number to be reached at for interview:			
<i>Required Documents</i>	Yes	No	Date
1. This Checklist			
2. NGB Form 34-1(Dated October 2002) (Must be signed by applicant)			
3. MEDPROS - Individual Medical Readiness Record			
A. Chapter 3 Physical (not more than 5 years old) or PHA within one year			
B. HIV Test (not be more than 5 years old).			
4. DA Form 705 (Army Physical Fitness Score Card)			
A. Must show minimum of last 2 record tests, most current test not older than 12 Months. A Statement explaining the absence of record tests will be Accepted. (Included DA 3349 if precluded from standard 3 event test)			
5. Certified Statement of Height and Weight or DA 5500-R			
A. Must not be older than 30 days.			
6. DA 2-1Personnel Qualification Record, or DA 4037 (Officer Record Brief) / (Enlisted Record Brief)			
A. Verify the following Requirements against DAPAM 611-21			
1. ASVAB Score Required			
2. MOS Qualified			
7. Previous 5 (Enlisted DA 2166-8, (NCOER), (Officer DA 67-9, OER)			
A. Unit Commander Letter of Recommendation for E-4 and below			
8. DA Photograph in Class A uniform (Snapshot ok, Not older than 12 months)			
9. DD-214 (If not a current member of the ARNG)			
10. RPAM (Retirement Point Accounting Management) if current member of ARNG			
11. Personnel Qualification Report (PQR Part B) (GPVS 1790)			
12. Copy of State Motor Vehicles Operator Permit and Military Drivers license			
13. Documentation supporting applicant's qualifications (Resume) optional			
14. Security Clearance (if required)			
15. DA 4187 for Voluntary Reduction (if necessary to accept AGR position)			